

From: [bpathare](#)
To: [Murray, Cheryl](#)
Cc: [Guilmard, Sebastien](#); [De La Cruz, Byron](#); [Praphanpoj, Pornthida](#); [Perry, Mike](#)
Subject: OW/AA's Office (b) (7)(C) Furniture
Date: Tuesday, January 25, 2022 7:21:49 AM
Attachments: [East \(b\) \(7\)\(C\) New Furniture Plan.pdf](#)
[image003.png](#)

Good Morning Cheryl,

I was wondering what is the status of the furniture rearrangement for OW AA's office. Based on their sketch, Sai did the attached plan.

We need to visit the room, survey the final furniture locations and update our base plan. Byron is in the office today, he can survey.

Please advise.

Thanks,
Bhushan

From: Murray, Cheryl <Murray.Cheryl@epa.gov>
Sent: Thursday, January 13, 2022 8:33 AM
To: bpathare <Pathare.Bhushan@epa.gov>; Praphanpoj, Pornthida <praphanpoj.pornthida@epa.gov>; Guilmard, Sebastien <Guilmard.Sebastien@epa.gov>
Subject: FW: Request to vacuum (b) (7)(C)

Good Morning Guys,

See email/floor plan below from Ms. Zipt. This is how the AA for OW would like to have her office setup. Thanks!

Cheryl D. Murray
Building Manager
Ronald Reagan Building, Room (b) (7)(C)
(202) 564-3003 (Office)
(202) 510-3395 (Cell)
(202) 564-2590 (Fax)

From: Zipf, Lynn <[Zipf.Lynn@epa.gov](#)>
Sent: Thursday, January 13, 2022 7:45 AM
To: Murray, Cheryl <[Murray.Cheryl@epa.gov](#)>; Myers, Kevin <[Myers.Kevin@epa.gov](#)>
Cc: Stevens, Robert <[Stevens.Robert@epa.gov](#)>; Torrez, Alfredo <[Torrez.Alfredo@epa.gov](#)>
Subject: RE: Request to vacuum (b) (7)(C)

Cheryl and/or Kevin, please confirm that (b) (7)(C) will be vacuumed today. Once the room is vacuumed, the conference table and chairs, and credenza need to be moved to the configuration below.

This is a follow up to my request from last Friday. Please let me know if there is a different mechanism/process for these requests.



Lynn Zipf
Acting Director, Organizational Support Services
Management and Operations Staff
Office of Water

(202) 564-1509

From: Zipf, Lynn
Sent: Wednesday, January 12, 2022 2:14 PM
To: Murray, Cheryl <Murray.Cheryl@epa.gov>
Subject: Request to vacuum 3219A

Cheryl – is it possible to get (b) (7)(C) vacuumed prior to getting the new desk put in tomorrow?

Lynn Zipf
Acting Director, Organizational Support Services
Management and Operations Staff
Office of Water

(202) 564-1509